

HAMILTON COUNTY BOARD OF AVIATION COMMISSIONERS
MARCH 2, 2006

The Hamilton County Board of Aviation Commissioners met on Thursday, March 2, 2006 in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. The Commissioners met in Executive Session in Conference Room 1A at 5:30 p.m. President Kapostasy called the public session to order at 6:50 p.m. Secretary Rauch took a Roll Call and declared a quorum present of Tom Kapostasy, Tim Tolson, Art Johnson and Ted Moran. Don Silvey was absent.

Approval of Minutes

Tim Tolson motioned to approve the minutes of February 2, 2006. Art Johnson seconded. Ted Moran asked that a correction be made, he lives in Indianapolis, not Fishers. Motion carried unanimously.

Executive Session Memoranda

Tolson motioned to approve the Executive Session Memoranda of March 2, 2006. Johnson seconded. Motion carried unanimously.

President's Report [6:52:48]

Zionsville Community Schools

Kapostasy stated he has met with representatives of Zionsville Community Schools with respect to their re-evaluation of options for the site of the new Union Township School. Kapostasy stated he believes Zionsville Schools understands the issues and decisions they have to make and at this point this Board does not have any immediate business with them.

Boone County Commissioners Meeting

Kapostasy stated he presented the 2005 Annual Report to the Boone County Commissioners. They understand the airport is growing and have heard our request regarding zoning around the airport. There was no commitment to do anything. The Boone County Commissioners did make three appointments to the advisory committee working on the updating of the Master Plan.

Annual Report

Kapostasy stated the 2005 Annual Report has been posted on the Montgomery Aviation web site. Kapostasy asked Rauch if it could be placed on the Hamilton County Web site? Rauch stated she will check with the county's Webmaster.

Tailored Tactics Marketing Strategy Study

Kapostasy stated Tailored Tactics, as part of their Marketing Strategy Study proposal, has given us a quote to create a web site for the airport. Tolson stated he would like to proceed in that direction. Tolson stated the original proposal included a quote of \$8,000 to create the web site, does that have to go through a bid process or can we proceed with Tailored Tactics quote? Howard stated that proposal is for Professional Services and is not subject to bid. It was included as an alternate. The Board can award that, if funding is in place. Tolson motioned, if funding is available, to proceed with Tailored Tactics web site development alternate in an amount not to exceed \$8,000. Moran seconded. Kapostasy stated there is funding available in our County General Fund in the Interest line item, which can be transferred into the correct line item. Motion carried unanimously.

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Westfield Master Planning

Kapostasy stated they have been attending Westfield's Master Planning meetings. They continue to discuss what Westfield would like to see east of the airport. There have been no conclusions that he is aware of.

Metropolitan Airport

Kapostasy stated during the January meeting we passed a resolution to send a letter to the FAA stating if Metropolitan (Metro) Airport was to be replaced that it would be replaced in Hamilton County, the main runway would be at least 5,000', and there would be a 3,500' crosswind runway. Howard asked if the Board would want it in Resolution form to be sent to the Indianapolis Airport Authority with a copy to the FAA? The Board agreed. Howard will prepare the resolution for the next meeting.

Montgomery's Auditor

Kapostasy stated he has met with the auditor for the airport books and the correct procedures are in order.

2006 Budget

Kapostasy stated he has been in discussion with the Montgomery's regarding the 2006 airport budget. They have agreed to look at the revenue in light of the fuel sales being less than what we budgeted. They have reduced the estimate of the 2006 fuel sales revenue and believe they will still be able to meet the \$40,000 bottom line. The \$35,000 set aside in their budget for the taxiway repairs could not be preserved within that operating budget. Kapostasy stated at this point we will need to look at the TIF District for funding those repairs. Howard thought there should be funds available from the TIF District.

Site Development

Kapostasy stated he and the airport manager have met with pilots, plane owners and economic development authorities regarding future development opportunities at the airport.

Indianapolis Executive Airport Report

Mr. Carl Winkler presented the report on Indianapolis Executive Airport for the Montgomery's.

- Dan attended Gary Regan's retirement party and Mr. Regan mentioned IEA and he was glad the airport had changed from private ownership to government ownership.
- The 100 Low Lead tank has to be inspected this year and they have received a quote of \$2,500 for the inspection. Funds will need to be appropriated this year to perform the inspection.
- RCO – have applied for the FCC license. Have obtained a phone number to operate on. The next step is for Michiana make the proper FAA applications. It should be operational within the next 45-60 days.
- Sullivan Corporation is installing the roof of the canopy and terminal. The middle of April is the expected completion date.
- Andie and Kapostasy have met with the accountant from Million and Company. Winkler requested approval of the engagement letter for Million and Company

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- Visioning Committee Meeting – Friday, March 17th from 8:00 am to 12:00 noon at the Palomino Ballroom on County Line Road 1200.

Tolson motioned to engage Million and Company as the auditor for the airport in an amount not to exceed \$5,000. Johnson seconded. Motion carried unanimously.

Moran stated he has learned there is a company in Kansas City that will monitor the NAVADS, which are published and public knowledge. Moran stated the Glideslope should be monitored, through this company or some company or it should be monitored 24 hours a day or publish it in the airport facility directory on the charts that the Glideslope or ILS System is not monitored during certain hours. Winkler stated the system is inspected monthly. An additional monitor has been ordered and it does have an alarm system if it goes offline. Kapostasy asked to Winkler to bring back a recommendation to the Board at the next meeting.

Complaint Resolution Form

Kapostasy stated the Airport Manager has set up a procedure for complaints. There were no comments on the form.

Engineer's Report [7:17:55]

Master Drainage Plan

Mr. Mike Evans stated Woolpert is in receipt of Mr. Christopher Burke's comments on the Master Drainage Plan and they will be meeting with the Boone County Surveyor next week to address the comments.

Glideslope Relocation

Evans stated the contractor has installed the pipe and he anticipates the contractor to requesting permission to continue the grading work. Evans asked if Mr. Bailey has made any further requests regarding the scrub trees on his property line? Howard stated he has prepared a temporary construction easement

Corporate Apron

Evans stated he has sent a letter to Hunt Paving informing them Woolpert will be monitoring the weather daily beginning March 1st and all appropriate weather days will be noted and charged to them as working days. He has charged 1 day to date. Evans expects the project to be done by April 1st.

Invoices

Evans requested approval of invoices:

- Tee Hanger Taxiway & RCO - \$7,437.84
- Partial Parallel Taxiway - \$36,238.50 – Tolson motioned to approve payment of the invoices. Johnson seconded. Motion carried unanimously.
- Evans also presented the Federal and State Pay Requests for reimbursement for approval and signature. Tolson motioned to approve. Moran seconded. Motion carried unanimously.

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Professional Services Agreement

Howard stated Woolpert's Professional Services Agreement has been approved in form. Howard stated if this agreement is approved we need to make sure funding is available at each project. Tolson motioned to approve. Johnson seconded. Motion carried unanimously.

Visioning Committee

Evans asked what the status is of the Aerofinity invoices for the Visioning Committee meeting? Rauch stated they were scheduled to be paid February 28th, she will check on their status.

TIF Projects

Kapostasy asked Evans if the projects associated with the TIF projects, is there a first project that can be prepared to go with our appropriation timing? Evans stated of all of the TIF Projects that is the most significant is the corporate taxiway. Kapostasy stated he thought there were some smaller projects, such as the drainage, that could be done. Evans stated he will meet with Mr. Silvey to discuss these projects.

Tolson asked Woolpert to put together an agenda item list for each meeting. Tolson requested Don Silvey be made Chairperson of the Capital Improvement Committee and if that committee could meet in a pre-meeting at 6:00 pm on April 6, 2006. Kapostasy stated he would like a pre-meeting at 5:30 on April 6th for an update on the Master Plan from Aerofinity and then the engineering committee could meet after that.

Secretary's Report

Property Record Card

Rauch asked if someone from the Board would review the airport's Property Record Card for accuracy. Howard stated he will review it. Howard stated when the airport was purchased not all of it was exempt. At that time they met with the Boone County Assessor and pointed out that any farm income would be used for the airport and would not be co-mingled for any non-exempt purposes. Howard stated determination of exemption status has now been transferred to the township assessor and Howard requested authority for his office to prepare and assign any exemptions that may be needed. Tolson motioned to approve. Johnson seconded. Moran stated he thinks it would be appropriate for a Board member to sign the documents. Kapostasy agreed. Tolson amended his motion to authorize legal counsel to prepare any legal forms necessary to maintain our tax exempt status on real and personal property to the extent permissible by law and to be accompanied by a board member, designated by the President. Johnson seconded. Motion carried unanimously.

Tolson asked Rauch if she would include Woolpert's and Mike Evans contact information on the Board's contact information sheet.

AAI Meeting

Kapostasy recommended the new Board members attend the Aviation Association of Indiana (AAI) meeting, October 10-13, 2006 and sign up for the new member orientation meeting.

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Legal Counsel

Beals Land Acquisition

Howard stated the final documents have been sent to Mrs. Beals nephew for review with closing expected within the next month. They are waiting for final title work.

Federal Funding

Howard stated the county's Washington DC lobbyist has asked if the airport has any projects they want included in the county's request for federal funding. Howard stated he has reviewed the CIP and it lists the parallel taxiway costs at \$1.7 million. The programming at INDOT shows the estimate at \$1 million. Howard suggested our first request for a congressional earmark be up to \$500,000 for the parallel taxiway with up to another \$500,000 - \$700,000 for land acquisition in the clear zone. Evans stated he is not sure where INDOT got their number. Woolpert believes the \$1.7 million is a more accurate estimate. There is a 5% contingency and \$200,000 for engineering fees included in the \$1.7 million. Kapostasy asked if funding came through for \$1.1 million, what would Woolpert recommend? Evans stated he would recommend paving be bid as an alternate. Get the grading done and stone down and then go for the paving for the next season. Howard stated if our earmark comes through we would have it funded. Moran asked if the difference could be the taxiway lighting? Evans stated no, there is no lighting programmed for this project. There are retro reflectors for the center but the project does not include edge lighting for the taxiway. Howard asked if INDOT would make this a 2 year project? Evans stated yes, it is not desirable but it is better than no project at all. Kapostasy stated we have programmed \$1.1 million for the grading, \$600,000 for the paving and then our desire to look for land acquisition, up to \$700,000. Tolson motioned to approve. Johnson seconded. Moran asked if there will be a run-up area at the end? Evans stated the two existing sections will be connected in the middle and the appropriate ditch work, grading, drainage, etc. Moran stated it does not appear there is room for an aircraft to pull off to let another aircraft go by. Evans stated that is correct, there is no holding bay. Moran suggested in the future looking at adding room to maneuver. Motion carried unanimously.

Board Comments

Moran stated he thinks our number one priority is protection of the airport from the standpoint of land acquisition. We need to protect the county's investment.

Kapostasy adjourned the meeting.

Next Meeting: April 6, 2006. 5:30 Work Session; 6:30 Public Session

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Present

Tom Kapostasy, President
Don Silvey, Vice President
Tim Tolson, Board Member
Arden Johnson, Board Member
Ted Moran, Board Member
Mike Evans, Woolpert
Brad Beaver, County Council
Michael A. Howard, Attorney
Kim Rauch, Secretary
Jeffy Meyerrose
Matt Brannon
Jim Newton
Ryan Scott
Katie Powell
Stephaine Rawnsley
Jessica Yeager
Lisa Runion
Sabrina Stadler
Evan Yoder
Zack Russell
Derek Willey

APPROVED

Tom Kapostasy, President

Date: _____

ATTEST

Kim Rauch, Secretary

Date: _____